

Appendix C

Jan 2016 – Activity Summary

- APP / W2 Integration issues:- some fixes resolved, remaining escalated as high priority.
- CTAX detailed plan agreed and signed off by business.
- CTAX detailed plan for annual billing needs in progress.
- CTAX process/portal testing underway.
- 80% of all documents and images migrated into live systems for both Councils.
- Mop up Waste processes 95% ready for live.
- Training and Configuration for EH and Licensing completed.
- EH / Licencing adoption of W2. Good progress and ongoing.
- Planning using new environment and some processes.
- Land Charges (spatial/textual data convert) in progress.
- Governance, agreed burn and detail plan – on track.
- Initial training and configuration for Land Charges completed.
- GIS Server built. Layering work on track. System available for Teraquest outsourcing.

Feb 2016 – Activity Summary

- Full text search delivered by Civica. Tested and approved for Live.
- Document migration completed for planning.
- End-to-end testing completed for CTax portal.
- Work with Planning to increase key process usage with W2.
- Implement Land charges into W2/APP.
- Corporate processes in live environment and adopted.
- All 'release ready' (70) processes active.
- Civica Mobile on track to go live.
- Clear Core and golden thread provisioning on track.
- Housing Advice and Benefits Requirements capture, SPRINT and build underway.
- Activities for smooth transition to BAU underway (W2 and APP).
- Super User and System Admin training with Civica booked and underway (W2 and APP).